

BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

MEETING DATE: 10/19/05

DIVISION: COUNTY ADMINISTRATOR

BULK ITEM: YES

DEPARTMENT: AIRPORTS

STAFF CONTACT PERSON: Peter Horton

AGENDA ITEM WORDING: Approval of Purchase Service Order with URS for the Noise Insulation Program Coordinator for the Key West International Airport.

ITEM BACKGROUND: These services will be funded by the Federal Aviation Administration, and Passenger Facility Charge Revenue.

PREVIOUS RELEVANT BOCC ACTION: Approval to submit PFC Application # 8 to the Federal Aviation Administration 10/15/03. Approval to submit PFC Application # 9 to the Federal Aviation Administration, 8/18/04.

CONTRACT/AGREEMENT CHANGES: New PSO

STAFF RECOMMENDATION: Approval

TOTAL COST: \$66,095.00

BUDGETED: Yes

COST TO AIRPORT: None

SOURCE OF FUNDS: FAA, PFC Revenue

COST TO PFC: \$3,30475

COST TO COUNTY: None

REVENUE PRODUCING: No

AMOUNT PER MONTH /YEAR:

APPROVED BY: County Attorney X

OMB/Purchasing n/a

Risk Management n/a

AIRPORT DIRECTOR APPROVAL _____



Peter J. Horton

DOCUMENTATION: Included X

Not Required

AGENDA ITEM # _____

DISPOSITION: _____

/bev
APB

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract #

Contract with: URS

Effective Date: 10/1/05

Expiration Date: 9/30/06

Contract Purpose/Description: Noise Coordinator for the Noise Insulation Program for the Key West International Airport.

Contract Manager: Bevette Moore
(name)

5195
(Ext.)

Airports - Stop # 5
(Department/ Stop)

for BOCC meeting on: 10/19/05

Agenda Deadline: 10/4/05

CONTRACT COSTS

Total Dollar Value of Contract: \$66,095.00

Current Year Portion: \$66,095.00

Budgeted? Yes

Account Codes: 404-630107-GAKA104

Grant: Yes, FAA

404-630108-GAKA105

County Match: PFC Revenue

ADDITIONAL COSTS

Estimated Ongoing Costs: n/a
(not included in dollar value above)

For: .
(eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

	Date In	Changes Needed		Reviewer	Date Out
		Yes	No		
Airports Director	<u>10/3/05</u>	()	(<u>A</u>)	<u>PH</u> Peter Horton	<u>10/4/05</u>
Risk Management	<u> / / </u>	()	()	<u>N/A Per OMB</u> for Risk Management	<u> / / </u>
O.M.B./Purchasing	<u> / / </u>	()	()	<u>N/A Per OMB</u> for OMB	<u> / / </u>
County Attorney	<u> / / </u>	()	()	<u>Pedro Menendez</u> County Attorney	<u> / / </u>

Comments: _____

PURCHASE / SERVICE ORDER

FOR

MONROE COUNTY

To: URS

Purchase Service Order No. 05/06-04

Re: PSA Agreement, Dated 01-01-02

Resolution No. _____

Project Name: Key West International – Noise Contour Up-date

Description of Services:

Provide Up-date of Noise Contour for CY 2004 as required by the FAA approved P-150 Noise Study

Multiple of Direct Salaries _____

Lump Sum X

Days to Complete 380

Reimbursable Expense _____

Fee this Service Order \$ 26,500.00

Payment for Services shall be in their entirety as per PSO.

Prepared by:

Milford A. Reisert
Milford A. Reisert

Date: 9/9/05

Recommended by:

RTH

Date: 9-27-05

Accepted by:

Carlos Garcia
Carlos Garcia

Date: 9/9/05

Approved by:

Date: _____

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
Pedro J. Mercado
PEDRO J. MERCADO
ASSISTANT COUNTY ATTORNEY



EXHIBIT A

SCOPE OF SERVICES

EXTENSION OF STAFF: AIRPORT NOISE PROGRAM COORDINATOR KEY WEST INTERNATIONAL AIRPORT

This Scope of Services will describe tasks necessary for URS to assist the airport with duties previously performed by the Airport Noise Program Coordinator, including certain homeowner liaison tasks as described below.

The PSO associated with this Scope of Services will cover services for Fiscal Year 2006 (October 1, 2005 through September 30, 2006). URS will conduct telephone conference calls with the airport as necessary to keep them informed.

URS will provide staff on an as-needed basis to answer inquiries from and provide information to the public, the media, the County, and the NIP Consultant Teams, as appropriate. URS will act as the liaison between the Homeowners and the County, and will attend the bi-monthly meeting of the airport's Ad-Hoc Committee on Noise. URS will contribute information as needed for the Agenda Package in advance of these meetings. URS will also prepare minutes of these Ad-Hoc Committee meetings.

URS will provide Homeowners with a toll-free telephone number to contact URS. URS will maintain contact with Homeowners in all phases of the NIP to ensure homeowner satisfaction, answer questions, and assist in the resolution of any issues that arise during the NIP.

URS will monitor the NIP Consultant Team during the Phase 4 construction period, including pre-construction activities. URS will also monitor the NIP Consultant Team during the Phase 5 design period, including recommendation for award of Phase 5 construction contract.

URS will attend some of the Design Visits and Measurement Visits, with the NIP Consultant Team(s) and the Contractor. If necessary, URS will verify with the Homeowner the product selection styles, colors and finishes, the window grille configuration (if applicable), and the location of the air condensing unit (if applicable). URS will follow up with Homeowners to assist in collecting this information as needed. URS will monitor the schedule and assist Homeowners with questions as needed.

URS will make frequent visits during design and construction to observe progress, ensure compliance with contract requirements, and monitor Homeowner satisfaction.

URS will attend some of the pre- and post-modification noise measurements, and review the final report that documents acoustical improvements.

URS will verify Homeowner satisfaction and document that the Homeowners have received all appropriate NIP documentation (e.g., warranty manuals, design packages, legal documents) as required. URS will assist in processing Avigation Easements and warranty issues for all current and previous phases of the NIP.

AIRPORT NOISE PROGRAM COORDINATOR

KEY WEST INTERNATIONAL AIRPORTY

MAN-HOUR ESTIMATE

URS

DATE: JULY 19, 2005

f:\keywest\faaproject\application\manhournoise\coordinator.xls

Description of Task	Project Manager		Senior Engineer		Engineer/Architect		CADD Technician		Clerk		Total Hours	Total Amount
	Rate: \$	Amount	Rate: \$	Amount	Rate: \$	Amount	Rate: \$	Amount	Rate: \$	Amount		
	Hours		Hours		Hours		Hours		Hours			
PRIMARY DUTIES												
1. Answer inquires to homeowners and info to the public	10	\$ 1,250.00	80	\$ 8,000.00	30	\$ 2,700.00	0	\$ -	8	\$ 280.00	128	\$ 12,230.00
2. Meeting with client and homeowners	7	\$ 875.00	68	\$ 6,800.00	80	\$ 7,200.00	0	\$ -	8	\$ 280.00	163	\$ 15,155.00
3. Monitoring design and construction phases	10	\$ 1,250.00	70	\$ 7,000.00	60	\$ 5,400.00	0	\$ -	8	\$ 280.00	148	\$ 13,930.00
4. Design and construction visits	8	\$ 1,000.00	90	\$ 9,000.00	50	\$ 4,500.00	0	\$ -	8	\$ 280.00	156	\$ 14,780.00
Total Manhours	35	\$ 4,375.00	308	\$ 30,800.00	220	\$ 19,800.00	0	\$ -	32	\$ 1,120.00	595	\$ 56,095.00
Out of Pocket Expenses												
1) Site visit												\$ 8,000.00
2) Printing, mailing, and phone.												\$ 2,000.00
												\$ 66,095.00